

DRAFT

SHEET PARISH COUNCIL

CHAIRPERSON: Ron Dark

CLERK: Jenny Hollington

Minutes of a Teams Meeting of Sheet Parish Council held on Tuesday, 9th February 2021 at 7.30 p.m.

Present: Cllrs. Ron Dark (in the Chair) Alan Biddlecombe Brian Bird
 Robin Forrest Will Glancy Gail Martin
 Chris Wilton

In Attendance: District Councillor, Nick Drew
 Clerk, Jenny Hollington

There were no members of the public present

21/14 **Apologies** – Apologies had been received from Cllr. Tony Clear and County Councillor, Russell Oppenheimer.

21/15 **Minutes** – The Minutes of the Parish Council Meeting held on 12th January 2021 were approved as a correct record of the meeting and will be signed by the Chairman after the meeting due to current Government restrictions.

21/16 **Declarations of Interests** – The Chairman reminded Councillors of their responsibility to declare any pecuniary interest on any item on the Agenda – none declared

21/17 **Public Comment:** During the coronavirus pandemic it has been agreed that public comment can be sent via e-mail as some residents do not have the appropriate equipment to join Teams meetings. The following comment had been received:

- A resident raised concerns about the speed of traffic on the Farnham Road through the village and suggested speed humps may be the only way of properly slowing traffic. The Chairman has responded, explaining that work is due to take place on the School Lane junction during the Easter School holidays and that Hampshire Highways will then be monitoring traffic flow and speed once the work is complete. No further action can be taken until this has taken place. The diagram showing proposed changes to the School Lane junction is available via the Parish Council website – www.sheet-pc.gov.uk

21/18 **Planning** –

(a) Current planning applications were discussed as follows:

SDNP/20/05 474/HOUS	Single storey extension to rear with balcony above	Rotherside, Farnham Road GU32 2AQ	No Objection
SDNP/20/05 880/TCA	Walnut Tree – crown reduction by 2m	5 Broadlands Cottages, Town Lane GU32 2AG	No Objection
SDNP/20/05 5723/HOUS	Single storey wrap around extension and garage conversion after demolition of existing side extension	2 Pulens Crescent GU31 4DW.	No Objection

(b) Broadlands Meadow Farm – The application to determine whether prior approval is required for a general-purpose agricultural building was noted.

21/19 Finance

- (a) Interim Internal Audit – The Internal Auditor’s interim report (April – December) had been circulated prior to the meeting. Whilst there were no formal recommendations, the Internal Auditor noted the following points:
- A list of payments over £500 should be uploaded to the Council website on a quarterly basis to ensure compliance with Transparency Code regulations (note – a full list of payments is recorded monthly within each set of Minutes)
 - Cyber insurance – The Internal Auditor recommended this be considered when reviewing the risk register (note – the Parish Council has good virus protection and secure data backup systems).
- (b) Actual to budget figures (Sept – Dec) – Detailed figures and a narrative explanation had been circulated prior to the meeting. The Chairman noted that there were no surprises – Village Hall income is obviously way below budget because of Covid, but a partially compensating grant of £10K has been received. Allotment income is now in line with budget because annual rents have been received. Capital spend is still low as the Community Funded Initiative to narrow the entrances to Village Street has not yet been progressed.
- (c) The January bank reconciliation had been circulated prior to the meeting – the reconciliation was approved and will be signed by the Chairman following the meeting
- (d) Cheques for February payment were approved as follows:

Chq No.	Amount	Payee	Service
301186	£71.94	F.R. Jones & Son Ltd	Safety helmets (HMG) re-written cheque
301187	£32.94	CNG Energy Ltd	Gas - Village Hall
301188	£151.20	Petersfield Town Council	Bin Contract - December
301189	£1,680.00	Myers Tree Services	Horse Chestnut - V. Green
301190	£75.00	Tom Morgan	Website management - Oct-Dec
301191	£307.50	Lightatouch	Interim Internal Audit 20-21
301192	£430.00	Sheet Music	Cleaning/caretaking - V Hall
301193	£95.49	HMRC	Tax/NI and Emp Contr - Clerk
301194	£757.72	Jenny Hollington	Clerk - Feb
Total	£3,601.79		

21/20 Audit – Review of Policies 20-21 – The following documents had been circulated prior to the meeting for annual review:

- (a) Financial Regulations – The change to clarify the process for approving quotes for small jobs (less than £500) where it is not practical to obtain three quotes, was noted, and the Financial Regulations approved.
- (b) Standing Orders – No changes have been made to Standing Orders during the year. The Standing Orders are considered appropriate for Sheet Parish Council’s requirements and were approved.
- (c) Statement of Internal Control 20-21 – The statement of internal control which details the Parish Council’s financial management systems has been up-dated and was approved – to be signed by the Chairman.

21/21 Investment Strategy – Cllr. Wilton has carried out a review of Sheet Parish Council’s deposit efficiency in line with the investment strategy and has prepared a detailed proposal for investment of a proportion of the Parish Council’s deposit funds. It was agreed that Clls. Dark, Biddlecombe and Wilton will look at this in more depth before the next meeting when this will be reconsidered.

- 21/22 Risk Register – With the removal of one name and phone no, the Community Resilience document is GDPR compliant and will be made available on-line. The one remaining task is the review of deposit efficiency as discussed above which will be discussed in more detail at the March meeting.
- 21/23 Grass Cutting Contract – The current contractor has agreed to keep the cost of the grass cutting contract at the same price for the coming financial year. During the current year, the work has been carried out to a high standard and there have been no complaints. It was therefore agreed that the grass cutting contract should be extended for another year (21-22)
- 21/24 Lengthsman Scheme - Hampshire County Council has confirmed continuation of the Scheme for 21-22. Sheet Parish Council confirmed that they feel that the scheme is working well and asked the Clerk to complete relevant paperwork for the coming year. It was noted that an extra £250 has been credited to the Sheet “pot” - Cllr. Clear will be asked to liaise with the Lengthsman about additional work required within Sheet.
- 21/25 Crime Prevention – Following a spate of incidents within the Parish it was agreed to up-date the website drawing residents’ attention to crime prevention information and reminding them to keep sheds and garages secure. It was agreed that if an Annual Parish Assembly is permitted at the Village Hall this year, the local Community Support Police Officer would be invited to attend to talk to residents about this issue.
- 21/26 Roads and Traffic
- (a) School Lane/Farnham Road Junction – The project is still on schedule for work to commence on 29th March.
- (b) Community Funded Initiative to narrow Village Street – There has been no up-date on plans or for a start date from Hampshire Highways - the Clerk and Cllr. Martin will continue to chase.
- (c) Receding Riverbank – Cllr. Martin confirmed that an SSE Engineer had been out to check the electricity pole close to the eroding bank but there are no concerns at this stage.
- (d) London Road – There has been no up-date on when the re-surfacing work will take place.
- 21/27 County Councillor’s Report – Cllr. Oppenheimer’s written report had been circulated prior to the meeting. The following items were highlighted:
- Decarbonisation of Schools – The government has awarded £27m to HCC to carry out improvements to the energy efficiency of buildings. Cllr. Wilton confirmed he has advised Sheet School of the funding opportunity.
 - Byways Open to All Traffic – Cllr. Oppenheimer’s campaign to get BOATs reclassified as Restricted Byways to prevent damage by dirt bikes and 4 x 4s was noted. The item is due to come before the SDNPA Meeting on 25th March and councils are being encouraged to write to the Chairman and Chief Executive setting out the negative impact on communities of these vehicles. It was noted that whilst some residents are impacted by noise from vehicles travelling through the parish on the A272, there are no BOATs within the parish and therefore no further action would be taken.
- Councillor Oppenheimer’s full report is appended to the Minutes and will be made available via the Sheet Parish Council website.
- 21/28 District Councillor’s Report – Cllr. Drew said that a local parish has raised a concern about the amount of litter being dropped in lanes and open spaces and asked if it was also a concern in Sheet? It was noted that the A3/A272 slip road is particularly bad and this will be communicated to EHDC. It was queried whether clearing pavements of wet leaves is within EHDC remit as this is a current problem in Sheet? Cllr. Drew undertook to follow up on these items.
- 21/29 Sheet Assets

Sheet Common – The Duke of Edinburgh volunteer has commenced regular litter picking duties!

Millennium Field – Cllr. Biddlecombe will confirm up-dated details with the representative from Plant Life for the Bee lines wildflowers grant.

Sheet Village Green – The work to reduce and thin the canopy of the Horse Chestnut went extremely well and there have been many positive comments from residents. Cllr. Clear managed to relocate all the chippings to the very muddy gateway at the Millennium Field and this has been appreciated by walkers. Cllr. Forrest has written to the team from Myers to thank them for a job well done.

Sheet Village Hall – The Chairman had experienced a few problems with internet connection at the Village Hall although these had managed to resolve them in time for the meeting. However, the Clerk was asked to compare costs of alternative packages for discussion at the March P.C. meeting.

Sheet Allotments – Cllr. Forrest is in the process of getting quotes for repair of the potholes in the tracks- these will be discussed at the March P.C. Meeting

21/30 HCC Survey on Assistance to Rural Parishes – Cllr. Biddlecombe’s very thorough responses on behalf of Sheet Parish Council were noted.

21/31 Correspondence

- HCC Local Transport Plan – The Chairman has looked at the consultation but didn’t feel there was anything he could add.
- SDNPA Report from Doug Jones (Parish Representative) – the report has been circulated for info
- SDNPA – Camping and Glamping consultation – The Chairman did not feel that there was anything to be added.

21/32 Banners on Sheet Roundabout – Cllr. Biddlecombe will continue to chase EHDC on this subject.

21/33 Date of Next Meeting – Tuesday, 9th March 2021 – 7.30 p.m. – details to be confirmed.

The meeting closed at 20.26 p.m.

**COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS
1 FEBRUARY 2021**

1. HCC awarded £27m for decarbonisation of schools

I am delighted to report that the Government has awarded £27m to HCC to carry out improvements to the energy efficiency of buildings. The award comes from the Public Sector Decarbonisation Fund. This is a great vote of confidence in HCC. The funds will help us meet our carbon reduction targets whilst reducing energy bills. This will save taxpayers' money and give schools more cash to spend on classroom learning.

The funds will be spent as follows:

- A £6.7 million programme for the installation of solar panels (solar photo voltaics); and
- A £20.2 million window replacement programme to improve insulation levels by replacing inefficient single glazed windows with modern, double glazed units.

Across the two programmes, in total around 370 Hampshire schools and several County Council corporate buildings are expected to benefit. For Parish Councillors with links to local schools, I would encourage you to ensure that the school has responded to the energy survey sent out in January by the HCC Energy Team. This response is needed for the school to get in the line for these measures.

2. Local Transport Plan consultation

It is a statutory requirement for County Councils as Transport Authorities to produce a Local Transport Plan in line with the Transport Act (2000) and the Local Transport Act (2008). The existing Local Transport Plan for Hampshire was developed in 2011 and was the third such plan. HCC is now consulting on a replacement for that plan which we are abbreviating to “LTP4”.

LTP4 has a lot to consider. There are huge pressures on the highway network from new housing and population growth. Climate change means we must reduce emissions - we also want healthier places with more sustainable transport. Within both communities and businesses there are often different views on priorities, and that means we need as much feedback as possible.

We are keen to engage widely and would welcome your views. HCC has set up an LTP4 microsite with some really useful background information and an online survey. I would encourage you all to visit the micosite and have your say. Here is the link:

<https://www.hants.gov.uk/transport/localtransportplan>

Later this year a draft plan will be produced, and there will then be a further public consultation on that draft. I will let you know when that happens.

3. Round-the-clock salting during freezing weather

This winter Hampshire Highways teams have been out 24/7 doing all they can to keep Hampshire’s roads clear and safe. As well as the main roads, the teams are also treating roads leading to COVID vaccination and testing centres. We have additional gangs hand-salting the entrance and footway areas at these sites.

Each salt run takes approximately three to four hours. Once the first run is complete, teams return to their depots to re-load, ready for the next run.

We have good stocks of salt, with more deliveries scheduled.

Forecast road surface and air temperatures, wind speed and direction, rainfall, and ice formation are all important factors in putting the winter fleet to work. Roads are treated with salt before temperatures drop to freezing to try to stop frost and ice forming. Temperatures and conditions can vary significantly within Hampshire, so winter teams look at a number of distinct weather bands to help decide when and where to put the winter fleet to work.

Hampshire Highways' dedicated fleet of 43 winter vehicles are fitted with the latest technology to ensure salting is accurate and efficient, including full GPS guidance and automatic salt delivery. The vehicles also have Euro VI efficient engines and dedicated snow ploughs.

4. Byways Open to All Traffic

As many of you know, the BOATs in East Hampshire are regularly damaged by dirt bikes and 4x4s. Our clay soil and chalk substrata can result in the damage being acute in winter. This issue of vehicles using the BOATs for sport therefore restricts access to the National Park, damages the natural environment and causes noise nuisance and air pollution for residents and visitors.

I and others have been campaigning for the last three years to get these BOATS reclassified as Restricted Byways. As a result of our initial efforts HCC and SDNPA undertook a pilot scheme on the Fiveways BOATS (in East Meon), focusing on signage and voluntary restraint. This pilot had only limited success and I now believe we need to look at more permanent measures.

I am hoping that this issue will come onto the Agenda for the SDNPA Full Authority Meeting on 25 March 2021. In advance of that meeting I would be very grateful if concerned Parish Councils could consider writing to the SDNPA Chairman and Chief Executive setting out the negative impact on communities and urging them to use their powers under the National Park Authorities' Traffic Orders (Procedure)(England) Regulations 2007 to bring Traffic Regulation Orders to restrict vehicular access to these BOATs. It would also be helpful if Parish Councils could take photographic evidence of damage and a record of incidents.

RUSSELL OPPENHEIMER
County Councillor for Petersfield Hangers